



MEMORANDUM

TO: City Council

FROM: Bill Robeson, Assistant City Manager/Public Works Director

SUBJECT: Consideration of Adoption of Resolutions Directing the Levy of the Annual Assessments for the Parkside Village and Grace Lane Assessment Districts and the Arroyo Grande Landscaping and Lighting Assessment District No. 1, Within Tract 1769, for FY 2023-24

DATE: June 27, 2023

SUMMARY OF ACTION:

Adoption of the associated Resolutions will direct the levy and collection of assessment fees for maintenance and landscaping for the Parkside Village and Grace Lane Assessment Districts and the Arroyo Grande Landscaping District No. 1 within Tract 1769. No changes to the assessment amounts are proposed nor are any new improvements or substantial changes in existing improvements proposed for Fiscal Year (FY) 2023-24.

IMPACT ON FINANCIAL AND PERSONNEL RESOURCES:

By adopting the Resolutions, \$56,298 will be collected for FY 2023-24 for the three assessment districts to provide landscaping and other specified maintenance. The assessments are placed on the affected property owner's property tax bill each year.

RECOMMENDATION:

1) Conduct a public hearing for the levy and collection of assessments for the Parkside Village Assessment District, Grace Lane Assessment District, and Arroyo Grande Landscaping and Lighting Assessment District No. 1 within Tract 1769; 2) Adopt a Resolution directing the levy of the annual assessment for the Parkside Village Assessment District pursuant to the Landscaping and Lighting Act of 1972 (Streets and Highways Code Sections 22500 et. seq.) for FY 2023-24; 3) Adopt a Resolution directing the levy of an annual assessment for the Grace Lane Assessment District pursuant to the Landscaping and Lighting Act of 1972 (Streets and Highways Code Sections 22500 et. seq.) for FY 2023-24; and 4) Adopt a Resolution directing the levy of the annual assessment for the Arroyo Grande Landscaping and Lighting Assessment District No. 1 within Tract 1769, pursuant to the Landscaping and Lighting Act of 1972 (Streets and Highways Code Sections 22500 et. seq.) for FY 2023-24.

Item 10.b.

City Council

Consideration of Adoption of Resolutions Directing the Levy of the Annual Assessments for the Parkside Village and Grace Lane Assessment Districts and the Arroyo Grande Landscaping and Lighting Assessment District No. 1, Within Tract 1769, for FY 2023-24

June 27, 2023

Page 2

BACKGROUND:

At the [June 13, 2023](#) City Council meeting, Council approved the Engineer's Reports and adopted Resolution Nos. 5291, 5292, and 5293 declaring the intention to levy and collect assessments for the Parkside Village Assessment District, Grace Lane Assessment District, and the Arroyo Grande Landscaping and Lighting Assessment District No. 1 within Tract No. 1769, and setting a public hearing for June 27, 2023, at 6:00 P.M.

- For the Parkside Village Assessment District, the proposed annual assessments are \$446 or \$734 per parcel for a total of \$43,966 annually.
- For the Grace Lane Assessment District, the proposed annual assessments are \$460 for lots 1 through 15 and \$608 for lots 16 through 19 (\$8,740 + \$592) for an annual total of \$9,332.
- For the Landscaping and Lighting Assessment District No. 1, within Tract 1769, the total proposed annual assessment is \$100 per parcel for an annual total of \$3,000.

ANALYSIS OF ISSUES:

The California Streets and Highways Code Sections 22500 et seq., (California Landscape and Lighting Act of 1972) (Act), establishes one of the processes by which local governmental agencies form assessment districts for the purpose of financing the costs and expenses of landscaping and lighting public areas. The final process includes a public hearing, which affords all interested parties the opportunity to hear and be heard. At the conclusion of the public hearing, the City Council may adopt Resolutions (Attachments 1, 2, and 3) confirming the assessments, which constitute the levy of the assessments for FY 2023-24. Upon fulfillment of these requirements, the City must submit the Resolutions to the County of San Luis Obispo for inclusion of the assessments on the FY 2023-24 property tax roll. The fees collected for each assessment district fund items such as monthly landscape maintenance, annual fire suppression/fuel reduction, savings for anticipated drainage structure maintenance /improvements, and general landscaping cleanup projects, as needed. Section 4 of each associated Engineer's Report provides a description of improvements (Attachment 4).

Residents in the Parkside Village Assessment District have requested the replacement of the existing playground equipment and other improvements in the park area of that district. Staff agrees that the condition of the playground equipment necessitates replacement which will be evaluated for the next Fiscal Year 2024-25. It is anticipated that type of project will be categorized as maintenance and upkeep to existing improvements versus a "substantial change" or expanded improvement. A "substantial change" requires a more in-depth analysis regarding the cost of the project, on-going

Item 10.b.

City Council

Consideration of Adoption of Resolutions Directing the Levy of the Annual Assessments for the Parkside Village and Grace Lane Assessment Districts and the Arroyo Grande Landscaping and Lighting Assessment District No. 1, Within Tract 1769, for FY 2023-24

June 27, 2023

Page 3

maintenance, replacement costs in the future that could result in the need to increase assessment fees. Staff will begin coordination meetings with residents intended to obtain consensus for the general project request, user needs, and conceptual design points. This potential playground equipment replacement project is not anticipated to increase assessment fees and costs are expected to be well within the district's total budget.

ALTERNATIVES:

The following alternatives are provided for the Council's consideration:

1. Adopt Resolutions approving the levy to collect the annual assessments for the Parkside Village Assessment District, Grace Lane Assessment District and Arroyo Grande Landscaping and Lighting Assessment District No. 1 within Tract 1769 for FY 2023-24; or
2. Modify and adopt the Resolutions; or
3. Provide staff other direction.

ADVANTAGES:

Adoption of the Resolutions will be in compliance with the Act and allow the City to move forward with the process to collect assessments and perform the work identified in the Engineer's Report for each assessment district.

DISADVANTAGES:

No disadvantages for the proposed actions have been identified for this fiscal year.

ENVIRONMENTAL REVIEW:

Not a project. Adopting a resolution to levy and collect annual assessments is not a project subject to the California Environmental Quality Act ("CEQA") because it has no potential to result in either a direct, or reasonably foreseeable indirect, physical change in the environment. (State CEQA Guidelines, §§ 15060, subd. (b)(2)-(3), 15378. The actions merely constitutes an administrative activity of the City. Alternatively, the adoption of resolutions to levy and collect annual assessments is exempt from CEQA on that basis that it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment. (State CEQA Guidelines, § 15061, subd. (b)(3).) The levy and collection of assessment fees applies to maintenance of existing improvements and does not result in new construction or physical change in the environment.

PUBLIC NOTIFICATION AND COMMENTS:

The Agenda was posted at City Hall and on the City's website in accordance with Government Code Section 54954.2.

Item 10.b.

City Council

Consideration of Adoption of Resolutions Directing the Levy of the Annual Assessments for the Parkside Village and Grace Lane Assessment Districts and the Arroyo Grande Landscaping and Lighting Assessment District No. 1, Within Tract 1769, for FY 2023-24

June 27, 2023

Page 4

Attachments:

1. Proposed Resolution – Parkside Village
2. Proposed Resolution – Grace Lane
3. Proposed Resolution – Arroyo Grande District 1, Tract 1769
4. [June 13, 2023 Staff Report and Attachments](#)